

December 1, 2004

### **UPDATE -- POSTING OF FALL QUARTER 2004 Medicaid Eligibility Rate (MER)**

Medical Assistance Administration, School Ad Match section is planning to post the MER for Fall Quarter 2004 to this web page by the end of January 2005. Please read the following instructions from Office of Superintendent of Public Instruction (OSPI) to review the MER 2004 Fall quarter data.

To review your October 2004 enrollments:

1. Log on to the OSPI Educational Data System (EDS) portal at <https://eds.ospi.k12.wa.us/>. Access to this portal is available through your District Security Manager. Please contact OSPI Customer Support if you do not know your District Security Manager.
2. Click on View my applications link or the "My Applications" tab.
3. Click on Core Student Record System (CSRS) link.
4. Select your Organization from the drop down list.
5. Click on the "Reports" tab.
6. Find "Enrollment Reports" from the list on the left of the page and click on "Medicaid".
7. Review your data carefully for accurate enrollment. If you need to make changes to your enrollment, this can be done through the CSRS web application. Instructions are available on the CSRS site.

We suggest you review and make corrections as soon as possible. The deadline for making changes that will affect your October 2004 MER is 5:00 pm on Monday, December 27, 2004. DSHS will receive the October enrollment data from OSPI in January 2005.

For questions concerning CSRS, please contact OSPI Customer Support at 1-800-725-4311 or [Customersupport@ospi.wednet.edu](mailto:Customersupport@ospi.wednet.edu).

For questions concerning the MER, please contact Karen Blackshear with DSHS at 360-725-1864.